

CITY OF BELMONT
PLANNING COMMISSION
SUMMARY MINUTES

TUESDAY, FEBRUARY 5, 2013, 7:00 PM

Chair Mercer called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

1. ROLL CALL

Commissioners Present: Mercer, Herbach, Reed, Horton, Frautschi, d'Souza (arrived 7:14 pm)
Commissioners Absent: Vice Chair Parsons

Staff Present: Community Development Director de Melo, Senior Planner DiDonato, City Attorney Rennie, Recording Secretary Turning

2. AGENDA AMENDMENTS –

Items 5A and 5F were moved below item 5G.

**Chair Mercer added the following item to the Reports Studies and Updates Section.
5H - Planning Commission Meeting Minutes – Procedure and discussion.**

3. COMMUNITY FORUM (Public Comments) - None

4. CONSENT CALENDAR

Planning Commission Minutes of December 4, 2012

MOTION: By Commissioner Horton, seconded by Commissioner Reed, to approve the Minutes of December 4, 2012

Ayes: Horton, Reed, Mercer, Herbach
Noes: None
Abstain: Frautschi
Absent: Parsons, d'Souza

Motion passed: 4/0/1/2

Planning Commission Minutes of December 18, 2012

MOTION: By Commissioner Horton, seconded by Commissioner Herbach, to approve the Minutes of December 18, 2012 as amended.

Ayes: Horton, Herbach, Mercer
Noes: None
Abstain: Frautschi, Reed
Absent: Parsons, d'Souza

Motion passed: 3/0/2/2

5. REPORTS, STUDIES AND UPDATES:

5B. Proposed Chase Bank – 1900 Ralston Avenue

Chase Bank will return to the Planning Commission to a date uncertain.

5C. Caltrain Modernization Program/High Speed Rail

Upcoming meetings on Track Electrification – for more information contact: caltrain.com

High Speed Rail Open House and Study Meeting – for more information contact: cahighspeedrail.ca.gov

Peninsula Consortium Meeting will be held in Atherton City Hall: February – March, Second Friday of the month, 8:15am

Belmont City Hall: April – June, First Friday of the month, 8:15am.

5D. Ralston/US-101 Landscape Project

Nothing to Report.

5E. Tree Board

Tree Removal Permit list will be forwarded to the Tree Board Members on a weekly basis.

Commissioner Frautschi expressed concern regarding Tree Protection. This item was continued to the next Planning Commission Meeting to be addressed by Vice Chair Parsons, Chair of the Tree Board.

5G. Advanced Planning/Topics Discussion

The following list of priority items was generated for staff to address as time permits. *Garages, building height, hardscape and administrative approval for landscape plans.*

5A. Conservation in Landscaping - Ordinance AB1881

Senior Planner Damon DiDonato summarized the Ordinance. Discussion ensued.

- 5F. Belmont Zoning Ordinance Section 15 – Appeals**
The Planning Commission concurred - the current appeal time of 30 days for an Administrative Design Review Approval should be changed to 10 days.

- 5H. Planning Commission Meeting Minutes – Procedure and discussion.**
Primarily due to new technology and the availability to retain and view video recordings of past meetings, there was an overall consensus from the Planning Commission and Staff to change the writing style from Summary to Action minutes.

Chair Mercer requested when time permits, the meeting minutes return to the Commission for approval on the following Planning Commission Agenda.

6. CITY COUNCIL MEETING OF TUESDAY, FEBRUARY 12, 2013 – 7:30 PM

Liaison: Commissioner Reed
Alternate Liaison: Chair Mercer

7. ADJOURNMENT:

The Meeting was adjourned at 9:10 p.m. to the regular Planning Commission Meeting on Tuesday, February 19, 2013 - 7:00 PM at Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

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Community Development Department
Please call (650) 595-7417 to schedule an appointment.

